

SIR GEORGE WILLIAMS UNIVERSITY

Minutes of the Meeting of the University Council

held on Friday, December 18, 1964.

Present:

Prof. D.B. Clarke, Vice-Principal and Chairman; Dean J. Bordan;
Prof. N. Compton; Mr. K. Crouch, Librarian; Asst. Prof. A. Dickie;
Prof. J.G. Finnie; Asst. Prof. C. Goldman; Dean L.N. Greer; Assoc. Prof.
H. Guindon; Dr. H.F. Hall, Principal Emeritus; Prof. J.M. Honeyman;
Dean S. Madras; Assoc. Prof. G. Mahoney; Dean J.W. O'Brien; Assoc.
Prof. D.L. Peets, Registrar; Asst. Prof. Z. Popp; Prof. H. Potter;
Principal R.C. Rae; Prof. W.R. Raudorf; Prof. N.E. Smith; Assoc. Prof.
E. Vowles, Assistant to the Vice-Principal; Prof. J.H. Whitelaw;
Asst. Prof. R.A. Fraser, Secretary.

Minutes:

It was moved by Dean Greer, seconded by Asst. Prof. Popp, that the minutes of the previous meeting of University Council held on Friday, December 4th be approved and adopted. Carried.

Chairman's Remarks:

The Chairman informed Council that he had received letters or cards from Prof. Lerner, Assoc. Prof. Black and Dr. Bunemann, the Nato Visiting Professor last year, in which they had asked him to extend their Christmas and New Year's greetings to all members of the staff.

Principal's Remarks:

The Principal began by referring to the Parent Commission Report, noting that three copies, in French, were available on loan from the Library, for anyone who might wish to see it and also noted that all members of the 'Ad Hoc Study Group' also had individual copies of it which they might be able to lend to someone for a short period. He referred to the fact that this Study Group has met on two occasions thus far and that, among other aspects of the Report, particular attention was being paid to recommendation number *132. It was anticipated that the Board of Graduate Studies, the Academic Planning Committee and the Academic Plant Committee would be concerning themselves with their particular aspects of this Report as well.

He referred to the certain remarks which have been made in public by the Minister of Education to the effect that not necessarily all of the recommendations will be accepted by the Government for implementation so that the situation should still be considered to be very fluid at the present time. He went on to speak of the fact that the Committee of Quebec Universities had met that morning and that, while recognizing the total importance of this Report to the whole educational structure in Quebec, the Committee also recognized that some of the recommendations, if accepted and implemented, would adversely affect some members of the group. A good deal of emphasis had been laid upon the necessity of coordination of plans among the Universities themselves without there being any suggestion that the group would try to dictate to any individual institution what it should do.

He informed Council that he had received an acknowledgement of the

letter which he had sent to the Minister which informed him that the Minister would undertake a personal reply just as soon as he was able to find the necessary time.

He referred once again to the Ad Hoc Study Group and the fact that it was necessary for this group to undertake as rapid an analysis as possible of the implications of the Report for this institution. To this end, the meeting with Professor David Munroe and Professor Guy Rocher, members of the Commission, had been arranged for the previous Tuesday with the members of this Study Group and he felt that discussions with them had resulted in a changed impression in the minds of most members of the Study Group with regard to the intent of the Report as it affected Sir George. He pointed out that both of these Commission members had emphasized the fact that they would like to see Sir George undertaking a leadership role with regard to certain aspects of the implementation of the Report and expressed the hope that initiative would be displayed by all the Universities in participating in the formulation of specific policies with regard to the general direction of development of the new pattern of education in this Province. He expressed his appreciation of the attitude of all staff-members involved towards the additional burden of work involved with regard to this Report and, once again, stressed the need for careful consideration of problems arising from the Report which would involve coordination of planning and increase the need or demand for Sir George Williams University's involvement or representation in various areas by way of membership on Committees, etc. In particular, Sir George has already been asked to name a representative to an Advisory Committee being established by the Montreal Protestant Central School Board and it could be anticipated that Sir George would be asked to be represented on other bodies as they are created.

Business Arising from the Minutes:

(a) Re Commerce Recommendations. (See Appendix 1).

The Chairman referred to the fact that the Commerce proposals had been circulated previously and said he presumed that all members of Council had read this statement. He asked Dean Greer to comment on it.

Dean Greer referred to the 28 page submission, giving an outline in general terms of it and the reasons why it had been felt necessary to undertake this major reorganization of the Commerce degree programme. He commented on the fact that this statement, although developed independently, bore a close resemblance to a Report which had been subsequently published by the American Association of Colleges and Schools of Businesses in which stress was laid upon the need to modernize and streamline the traditional programme for such Schools and Colleges, indicating that the thinking underlying this submission was in tune with the thinking in the United States. He referred to the fact that the Faculty of Commerce at McGill is presently considering a similar revision of their Commerce degree programme as well. He referred to certain remarks made by Professors Munroe and Rocher at the meeting mentioned by the Principal with regard to the necessity of updating Commerce programmes.

Since the Report had been prepared, certain amendments and corrections have been made to it which was why it was necessary to circulate the 'Addendum to Report on Commerce Curriculum and Program' (See Appendix 2). He went on to comment on the various sections of this 'Addendum' noting the corrections which were to be made to the original Report and going on to deal with, in turn, the following sections of the Report as follows:

(1) Courses to be Discontinued.

With regard to each course, he indicated the reason for the discontinuation.

(2) Courses to be Renumbered.

The purpose to be served here was to put these two courses in their proper sequence.

(3) Courses to be Combined and Reorganized.

In each of these three cases, two half-courses were being combined into one full course with a new course number and with a new course title in two of the three cases.

(4) Courses to be Added.

He reviewed the new course proposals as listed in this section, indicating the need for them in the total reorganized programme. With regard to the second course on the list, Administration 432, he noted that there was a 'typing error in the course title which should read 'Human Relations and Personnel Management'.

(5) New Curriculum including Honours and Majors Programs.

He referred to pages 12, 13 and 14 of the original statement in which the various programmes in Commerce were dealt with. With regard to the Mathematics 251 requirement in the first year of each programme, presented in detail on page 12, he pointed out that this new course in Mathematics had been previously approved by University Council specifically for this purpose. He went on to indicate the contents of each of the following programmes: - General Curriculum, Honours in Economics, Major in Economics, Major in Accounting, Major in Administration, Major in Finance and Major in Marketing. He noted that Psychology 211 would be a required first year course in all programmes and would likely require the use of Birks Hall or some similar large auditorium.

Prof. Compton suggested that there might be some alternatives to the second year requirement in English Literature such as Advanced Composition, English 411, or certain other possibilities.

Prof. Whitelaw, apropos of Note 3 on page 13, raised a question with regard to the number of language credits permitted to a Commerce student who is not Honouring or Majoring.

Dean Madras spoke of the fact that there was an increasing demand for bilingual executives in business and industry so that it should be possible for a non-honouring or non-majoring Commerce student to take more than the indicated maximum of two credits in French if he wished to do so.

Dean Greer referred to the fact that provision was made for two electives in third and fourth years which could be used to take courses in French if a student wished to do so.

There followed a period of discussion about this limitation on the students.

Assoc. Prof. Peets pointed out that no student would become bilingual on two credits in French but that there seemed to be no reason why the general student should be restricted to only two credits if he wished to take more.

Dean Greer and Assoc. Prof. Brink both replied to this query by stating that it had been thought better to require the student to use his electives more widely and not concentrate them only in one subject.

Prof. Smith, apropos of Mathematics 251, said he hoped there would be no sudden influx of upper-year students into this course and was assured that there would not be.

The Chairman said he would support Assoc. Prof. Peet's objection for he felt that it was not necessarily better to have, for example, two History, two Psychology and a Fine Arts credit than it would be for the General student to have five credits in French if this is what he wished to do; granted the fact that the student could not Major in French with only five electives, it would still be possible for a student to acquire a much greater fluency in French if he could take as many as five.

There followed a considerable period of discussion on Note 3, item 3 on page 13 with regard to the list of electives permitted in paragraphs 1, 2, 3 and 4 and the consensus was that the student should be free to take courses in other fields such as the Natural Sciences, Humanities, etc., if not in the Social Sciences and Commerce fields. It was suggested that the new course in Computer-programming might be a valid course as an elective for some Commerce students.

- * It was moved by Assoc. Prof. Peets, seconded by Prof. Raudorf, that Note 3, item 3, page 13 should be amended by the deletion of sub-items 1, 2, 3 and 4 and that the note should now read as follows: 'Students not following an Honours or Major programme must select five electives including at least two at the 400 level'. Carried.

The Principal spoke of the apparent freedom in fourth year in the 'General Curriculum' and wondered whether there should not be some restriction on choice.

Dean Greer pointed out that the student would be required to have a minimum of seven B-level credits in this programme and might have as many as nine: this fact would prevent the student on this programme from taking only A-level credits in fourth year.

The Secretary pointed out that the choice of courses in fourth year as electives would even require a student to be careful in his selection of his electives in second and third year if he were going to have the proper prerequisite for his choice in fourth year.

Assoc. Prof. Peets said he did not think there should be any critical problems with regard to the required courses of the first three years but that the problems would arise with regard to the permutations and combinations of choices made by the fourth-year students in their electives for there would be no way of anticipating where the pressure would build up.

Dean O'Brien referred to the Economics elective in fourth year of all programmes, pointing out that there might be unfortunate pressure on one

or two particular courses. He felt there might also be pressure on courses in Psychology and Sociology with resulting problems with regard to space in both evening and day. Certainly there would be pressure on Sociology 211 in second year. Obviously, there would be competition for space in elective courses between non-majoring and non-honouring Commerce students and students in the other faculties for limited space in non-Commerce courses. Too, there would be a possible problem of conflict between the space provided in the programme for the present Majors and Honours indicated and other Majors or Honours programmes which might be developed.

Dean Greer replied that there was no immediate intention of proposing any additional Majors or Honours degree programmes and it might be possible to reduce the pressure on both the Psychology and Sociology Departments by deferring the required credits in Sociology 211 and Psychology 211 to the final year. He referred to the fact that the proposed Honours and Majors programmes in Economics as outlined would require approval of the Arts Faculty Council and had submitted such a request to Dean O'Brien.

Assoc. Prof. Guindon referred to the required Sociology credit and asked whether these students would take the course in common with Arts students or separately.

Dean Greer said he thought it might be better if the Commerce students could be kept separate but that this might not prove to be possible.

Prof. Potter referred to the fact that he expected to have a new man in Sociology next year who could handle such a separate section if it were to be scheduled.

Dean Madras said he felt that there was still a need for at least a gesture on our part to provide for the possibility of Commerce students taking a French course each year if they wished to do so.

There followed a further period of discussion about the desirability and/or advisability of making such a provision. It was suggested that students could be recommended to use at least one or two of their electives to take French courses but the consensus was that it should not be made compulsory.

Prof. Whitelaw suggested that it might be possible to use French tests to determine the student's ability in reading and comprehension: this could be objective written tests and it would be possible, also, to administer oral tests.

Mr. Crouch referred to a similar requirement in Engineering.

Dean Bordan referred to page 90 in the Announcement where it was stated that all students in Engineering would be required to pass a French language examination sometime after first year and prior to graduation and agreed that a similar requirement might be useful in Commerce since most of the Commerce graduates would normally expect to find employment in this Province.

Dean O'Brien pointed out that it would be possible for any Commerce student to take at least one or two credits in French in any of these programmes if such a language requirement were to be incorporated.

Assoc. Prof. Peets questioned whether such a requirement was valid for Commerce students any more than for Arts or Science students, even granting that there might be some special significance for such a requirement for Engineering students.

Dean O'Brien said he thought that a similar case could be made for Commerce students as for Engineering much more so than for either Arts or Science.

The Chairman asked whether this suggestion might be referred to the Commerce Faculty Council for study and a recommendation to be returned to the next meeting of the University Council.

Prof. Finnie said he thought that any such recommendation might pose even further problems with regard to space in French courses.

Dean Greer said he thought Dean Madras' objection could be met by pointing out in any publicity release that it was possible for any Commerce student in this revised programme to acquire a degree of fluency in French if he wished to do so.

Dean Greer suggested that we should consider approval of the first two pages of the 'Addendum' at this point.

The Chairman asked whether there was any comment about the proposal that this new programme required 23 credits?

Dr. Hall asked what would be the impact on other degree programmes?

Dean Greer replied that he saw nothing magical about the figure of 21 or 23 but it so happened that the programme as developed would require 23 credits.

Dean Bordan pointed out that the Engineering students presently were required to take 23 credits in their programme which would be equivalent to at least 18 credits in Arts, Science or Commerce in three years; when the full five-year programme would be implemented, they would be taking some 39 or 40 credits for their degree.

Prof. Whitelaw asked whether it was proposed to make a significant number of courses available in the Summer Session to which Dean Greer replied that he foresaw no problem with regard to offering a satisfactory selection in the Summer Session.

- * It was moved by Dean Greer, seconded by Prof. Finnie, that the first two pages of the 'Addendum' plus pages 12, 13, and 14 of the original statement plus the proviso re the approval of the Honours and Major in Economics by the Arts Faculty Council be approved. Carried.

Re 812 - Special Programmes (See page 3 of the Addendum)

Dean Greer referred to the list of courses indicated on page 3 which, it was proposed, would be offered as non-credit courses for the reasons stated in the preliminary paragraph.

Assoc. Prof. Vowles asked whether any non-Commerce student could take these courses for credit to which he replied that they could not.

Prof. Whitelaw raised a question concerning examinations, etc., in these courses: what validity would they have outside?

Assoc. Prof. Peets pointed out that we are now issuing individual certificates to partial students for courses taken so that there should be no problem in this respect.

Dean Greer also pointed out that some outside bodies even now are issuing their own certificates for these courses of which they are joint sponsors with the University.

The Secretary asked whether the proposal to offer these as non-credit courses had been cleared with all of the related outside bodies for, if they had not, this might result in bad public relations?

Dean Greer assured him that they were all aware of the proposal and agreed to it.

Assoc. Prof. Peets pointed out that the credit pattern previously allowed for the completion of the C.A., the C.G.A., etc., would have to be revised since some of these credits were for courses which would now be non-credit courses.

* It was moved by Dean Greer, seconded by Prof. Finnie, that this section and this list of non-credit courses be approved.

Prof. Smith and Principal Rae both asked whether students now taking these courses would receive credit for them and was assured that they would.

Assoc. Prof. Peets said there was an implied need for considerable discretionary authority for both Dean Greer and himself to allow students to make substitutions in their present programmes of other courses in lieu of any of these courses which are now presently required. It was so agreed.

The Chairman called for a vote on the motion and it was carried.

Re 'Admission Requirements' and 'Discretionary Authority'.

Dean Greer read these two final sections on page 3 of the 'Addendum'.

It was moved by Dean Greer, seconded by Prof. Finnie, that these two items be approved subject to an amendment that the addition of Geometry to the list of required High School papers for admission into Commerce would not apply to the incoming students in September, 1965 since there would be no way of these students knowing, or being able to do anything about, this new requirement.

The Chairman called for a vote on the motion and it was carried.

Re Mathematics 241.

Prof. Smith said that he would like to propose a belated amendment to the previous Mathematics submission to the University Council to the effect that Mathematics 241 should now be deleted from the curriculum in Mathematics in view of the fact that we now have two other courses in Statistics, i.e., Social Science 241 and the new course in Commerce, Statistics 241.

The Chairman said he thought this matter should be deferred to the next meeting of the University Council.

Re the Parent Commission Report.

The Chairman said there were three matters relating to the Parent Commission Report that he wished to present to University Council as follows:

- (1) He would ask University Council to add Dean Bordan, Dean Greer and Assoc. Prof. Vowles to the membership of the Academic Planning Committee.
- (2) He would ask the Academic Planning Committee to undertake to deal with the Parent Commission Report in relation to its impact upon our programming at Sir George - both current and future.
- (3) He would ask the Deans of the various faculties to ask their respective Faculty Councils to set up individual Faculty Committees to study the impact of the Report on their programming.

He suggested that we should discuss any matters that any members wished to raise with regard to the Report and what the Principal had to say about it.

Prof. Smith raised a question with regard to the problem that would exist re students coming to Sir George from other Provinces who would not have had the two year 'Institute': how would we deal with their applications?

The Chairman replied that it would appear that this matter would be up to the discretion of the University as to how it was dealt with.

Assoc. Prof. Mahoney asked what the curriculum of the Institute would be in the first and second year?

The Chairman replied that this matter had not yet been determined but that the indications were that the Universities would be expected to give leadership in the formulation of the curriculum of these two years.

The Secretary said that both Professors Munroe and Rocher had emphasized the fact that the curriculum of the Institute should form a continuous or consecutive pattern from the High Schools to the University and that there should not be overlapping.

The Chairman pointed out that the role of the Institute was thought of as two further years of general education beyond High School prior to University and that our own programming would have to be reorganized to provide for an additional year of study beyond the Institute, i.e., 4 years. He said he thought that this was going to prove to be a tremendous challenge to the Universities.

Assoc. Prof. Peets pointed out that the curriculum for the two Institute years would be primarily 'General Education' and that, even with the addition of an extra year to our own programmes, this would not necessarily mean any greater depth in any of our programmes but could be interpreted as the opportunity for greater breadth in programmes which are already highly specialized.

The Chairman re-emphasized the fact that there was to be no duplication or overlapping between the programmes of the Institutes and the Universities.

There followed a period of discussion in which several members of the Council participated.

The Chairman eventually called for a motion of approval on the three items he had raised at the beginning of this discussion.

It was moved by Dean Madras, seconded by Assoc. Prof. Guindon, that the Council approve the Chairman's request indicated above.

The Principal spoke about the roles envisaged for both the University Academic Planning Committee and the individual Faculty Council Committees which were to be set up, emphasizing that the former would be concerned with the total University programme structure whereas the individual Faculty Council Committees would be concerned primarily with their own individual degree programmes. He pointed out that there was also in existence an Academic Plant Committee which was related to the University Committee on Development which would be looking at the impact of this Report on our plant and facilities, particularly with regard to the new building.

The Chairman called for a vote on the motion and it was carried.

Re Items (c) and (d) under 'Business Arising from the Minutes'.

The Chairman said he would wish to defer these two items to a subsequent meeting of the University Council.

(2) Re Amendment to the Composition of Academic Legislative Bodies.

Dean O'Brien said he wished to propose an amendment to the original document entitled 'Composition of Academic Legislative Bodies' on Page 3 where it deals with the Council of the Faculty of Arts. He wished to have this statement amended by inserting the following paragraph:

"within each category of elected members, not more than two members shall be from the same department".

- * It was moved by Dean O'Brien, seconded by Prof. Compton, that this amendment, as indicated, be approved. Carried.
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- * It was moved by Asst. Prof. Dickie, seconded by Assoc. Prof. Peets, that Items (b) and (c) be deleted from this agenda so that they would not have to be taken up again at a subsequent meeting - at least for the immediate future. Carried.
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(f) Re Appointments to Committees.

- (1) Re the Board of Graduate Studies - deferred to the next meeting.
 - (2) Re the Honours Committee - * It was moved by Dean O'Brien, seconded by Prof. Compton, that Asst. Prof. M. Armstrong be appointed to replace Prof. Potter. Carried.

* It was moved by Prof. Raudorf, seconded by Dean Madras, that Prof. N.E. Smith be appointed to replace Prof. Ufford. Carried.
 - (3) Re the Faculty Library Committee - The Chairman said the nominee for a replacement for Assoc. Prof. Verschingel as Chairman was not ready.
 - (4) Re University Teachers' Workshop - The Chairman said these nominations were also not ready and would have to be deferred.
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New Business:

- (a) Recommendations from the Honours Committee. (See Appendix 3).

Dean O'Brien said he wished to present an amendment to the 'Regulations Governing Honours Programmes' by re-enacting patterns VIII and IX as indicated in the statement which had been circulated prior to the meeting and in which the changed material was underlined.

- * It was moved by Dean O'Brien, seconded by Dean Greer, that these amendments to these 'Regulations' be approved. Carried.

- (b) Concerning a possible revision of the Garnet Key Constitution in part. (See Appendix 4).

The Chairman said that the Secretary had received a letter from Mr. Allan R. Speevak, President of the Garnet Key Society requesting further changes in the Constitution of the Society. He asked the Secretary to speak to this matter.

The Secretary said that, in view of the extensive nature of the changes in

the Constitution requested in this letter and since the University Council had, at its previous meeting, already approved other changes in the Constitution, he would wish to propose that University Council defer consideration of this matter at this time so that he could contact Mr. Speevak and suggest that both the previous and present changes be incorporated in a restatement of the Constitution of this Society to be presented to a subsequent meeting of the University Council for ratification. It was so agreed.

Further Consideration of Item (d) under 'Business Arising from the Minutes'.

The Chairman outlined the background of this matter with regard to 'procedure on rereading examinations and term papers' and asked the Registrar to comment on this matter.

Assoc. Prof. Peets gave a brief description of the way in which this matter was presently handled.

After discussion, it was agreed to refer this matter to the Registrar for further examination and the submission of any proposals he might wish to make concerning it to a subsequent meeting of University Council.

Next Meeting:

The next meeting of the University Council would be held on Friday, January 8th rather than on Friday, January 15th because of a day-long conflict on that date with an Administrative Conference. The Chairman said that the rescheduling of the individual Faculty Council meetings during the month of January would be dealt with by the respective Deans. The meeting would be held at 2:30 P.M. in the Faculty Council Room.

Adjournment:

The meeting then adjourned at approximately 5:00 P.M. having been convened at 2:30 P.M.

The Secretary of the University Council

The Vice-Principal and Chairman